

Course: Chinese(III)Chinese Practical Writing

Credit: 2 Hours: 2 Required

Class : 園藝系二年級

Instructor: Wang Mei-Chan

一、Teaching Objectives :

Practical for my daily life, may be used at any time to the instrument, writing, the text must decide according to the contents, objects, time and space of Bu Tong and carefully and in use, and to comply with the current format to achieve line practicality.

Practical learning how to write, as it's first day in job training, it is necessary, the course is on the letters, notes, Jiantie or citation, and has the legal nature of the documents, contracts, pleadings, documents, regulations, etc., to reading and exercises to strengthen the instruments to students in their future ability to enter the workplace.